

**VILLAGE BOARD OF CLEVELAND, WISCONSIN  
MONTHLY MEETING**

**TUESDAY, NOVEMBER 23, 2021**

**MINUTES**

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL/AGENDA APPROVAL.** Village President Jake Holzwart called the meeting to order and led the Pledge of Allegiance at 6:03pm on Tuesday, November 23, 2021. All attended remotely, except Director of Village Services Stacy Grunwald attended from the publicly-accessible meeting room at the Cleveland Village Hall, 1150 W. Washington Ave., Cleveland, Wisconsin.

Board Present: Jake Holzwart, Village President and Acting Police Chief  
John Ader  
Linda Engel  
Al Forner  
Jon Hoffman  
Barry Nelson

Board Absent: Jason Berdyck (excused)

Staff Present: Stacy Grunwald, Director of Village Services  
Julie Rusch, Deputy Clerk-Treasurer  
Jacob Schweigl, Police Officer (arrived 6:58pm)

Motion Ader/Forner to approve the agenda; carried without negative vote.

**II. CITIZEN INPUT AND COMMUNICATIONS**

**A. MICHAEL AND JENNIFER ZIEGLER: Utility Bill Credit Request.** *Referred to Finance Committee.*

**B. ANONYMOUS PROPERTY MAINTENANCE COMPLAINT.** President Holzwart received a letter asking why the Village is not watching property maintenance and hoarding in yards. He is working with Officer Schweigl on sending letters if appropriate.

Trustee Forner reported he received a complaint about leaves in Dairyland Park. Director Grunwald noted the Village did not remove leaves from Village properties due to cost. If the Board would like to consider a new policy, this could be referred to a committee. No referral was requested.

**III. ANDREW and JAMIE WILLIAMS: CERTIFIED SURVEY MAP and PETITION FOR REZONING**  
Vacant Land between 1158 W Madison Ave and 1105 N Linden St

**A. CERTIFIED SURVEY MAP.** The Village Board reviewed the Plan Commission's findings and made no changes. Trustee Forner asked whether the irrigation pond should be fenced. Director Grunwald indicated fencing had been researched during review of another development with a pond and it was determined at that time a fence was not required, provided the pond was designed with safety features such as safety ledges. The Applicants indicated the proposed pond would include a safety ledge.

**B. PETITION FOR REZONING.** Review of the petition presumed approval of the CSM. The current zoning on all lots was R-3 Multiple-Family Residential District. The Applicants requested rezoning the smaller lot to R-2 One- and Two-Family Residential District and the larger lot to PUD Planned Unit Development District. Director Grunwald reviewed the site plan and Christmas tree farm operations plan.

- 1. PETITION SUMMARY; PLAN COMMISSION RECOMMENDATION.** The Board reviewed without change the Plan Commission's findings and recommendations for the changes in zoning to R-2 and PUD, and conditions related to the planned development in the PUD district.
- 2. PUBLIC HEARING.** Motion Ader/Hoffman to open the floor; carried without negative vote. No citizens present offered comment; no communications were reported. Motion Ader/Hoffman to close the floor; carried without negative vote.

3. **DISCUSSION and/or ACTION.** Motion Ader/Engel to adopt the findings of the Plan Commission and to approve the Certified Survey Map filed by Andrew and Jamie Williams to reconfigure four parcels on the north side of W. Madison Ave. into two parcels based on the findings that the CSM is consistent with the Zoning Ordinance, Subdivision Ordinance, Year 2020 Comprehensive Plan, and Official Map; carried without negative vote. [Resolution No. 2021-R-23]

Motion Holzwart/Nelson to approve the Petition for Rezoning as filed and with the terms and amendments presented by Andrew and Jamie Williams, and zone Lot 1 of the unrecorded Certified Survey Map dated July 14, 2021, as R-2 Single-and Two-Family Residential District and to zone Lot 2 of that same map as PUD Planned Unit Development District with the following conditions:

1. The Certified Survey Map must be approved and recorded within 90 days of Village Board approval. Zoning changes will be effective on the date of recording.
2. Any signage must comply with the sign ordinance.
3. A second outlet or lane of egress must be added to the property in case of an emergency.

Motion carried without negative vote. [Ordinance No. 2021-O-06]

#### IV. FINANCIALS

- A. **YEAR 2022 BUDGET PUBLIC HEARING.** Motion Nelson/Fornier to open the floor; carried without negative vote. There were no questions from the public. Motion Fornier/Engel to close the floor; carried without negative vote. Due to the budget deficit discussed at the November 16, 2021, meeting, various items will be taken up at the committee level. Motion Hoffman/Fornier to hold a second budget public hearing at the December 21, 2021, meeting; carried without negative vote.
- B. **YEAR 2021 TAX LEVY.** Director Grunwald noted the tax rate will increase by 0.02% over last year; depending upon the value of the lottery and other tax credits, property owners with the same assessed value as last year may see a decrease in their property tax bill. Motion Ader/Fornier to levy and assess upon all the taxable property, real and personal, in the Village of Cleveland, Wisconsin, for the year 2021, the sum of \$679,974.00 as and for corporation taxes; carried without negative vote. [Resolution No. 2021-R-24]
- C. **MONTHLY VOUCHER REPORT.** Motion Nelson/Engel to approve the October 2021 voucher report; carried without negative vote.
- D. **ASSESSMENT SERVICES AGREEMENT AMENDMENT: Accurate Appraisal LLC.** Motion Engel/Nelson to approve a one-year extension to the Agreement for Assessment Services; carried without negative vote.
- E. **PROFESSIONAL SERVICES AGREEMENT AMENDMENT: MSA Professional Services.** Motion Ader/Fornier to approve the amendment to the Professional Services Agreement for the 2022 Street and Utility Improvements to add engineering services for the replacement of Beech St., Birch St., E Jefferson Ave., Linden St., Maple St., and W. Washington Ave. water mains; carried without negative vote.
- V. **OCTOBER 26, 2021, AND NOVEMBER 16, 2021, MEETING MINUTES.** Motion Nelson/Ader to approve the minutes of the October 26, 2021, meeting, and the November 16, 2021, meeting; carried without negative vote.
- VI. **OPERATOR LICENSE, 11/23/21-06/30/22: Ashley N. Ruppel.** Motion Ader/Nelson to approve the operator license for Ashley N. Ruppel for the period 11/23/21-06/30/22; carried without negative vote.

#### VII. STAFF AND COMMITTEE REPORTS

- A. **POLICE DEPARTMENT.** Officer Schweigl reported Clerk Deehr attended court training, and he attended a TRaCS conference and leadership training. Clerk Deehr applied for a grant for bulletproof vests. The Department is being more proactive on Facebook, including posting mission and vision statements. A revised Police Policy and Procedure manual was needed; the Village's insurance would refund the full cost for the update, plus the \$500 annual fee for updates. The department will be decorating Christmas cookies at Cleveland Elementary; cookie donations would be provided by Festival Foods, and plates and utensils by Bonde's Quik Mart.
- B. **ADMINISTRATION.** No questions on the building permit report; no updates were requested.

- C. **PLAN COMMISSION, 11/03/21.** Donald and Margaret Bonde petitioned to rezone lots on Meadowbrook Drive; this will return to the December 1, 2021, Plan Commission meeting, followed by a public hearing at the Village Board meeting on December 21, 2021.

**VIII. SELECT COMMITTEE TO OVERSEE FORESTRY ACTIVITIES.** By consensus, the Public Works and Utilities Committee will oversee Forestry activities.

**IX. ANNOUNCEMENTS AND EVENT REPORTS.**

- A. **NOV 25-26 ..... STAFF HOLIDAY**
- B. **MON NOV 29 ..... PUBLIC WORKS AND UTILITIES COMMITTEE, 6PM**
- C. **WED DEC 1 ..... FIRST DAY TO CIRCULATE NOMINATION PAPERS**
- D. **WED DEC 1 ..... PLAN COMMISSION, 6PM**
- E. **TUE DEC 7 ..... MUNICIPAL COURT, IN-PERSON ONLY, VFW 4:30PM**
- F. **WED DEC 8 ..... HUMAN RESOURCES AND PUBLIC SAFETY COMMITTEE, 6PM**
- G. **MON DEC 13 ..... FINANCE AND BUDGET COMMITTEE, 6PM**
- H. **TUE DEC 21 ..... VILLAGE BOARD, 6PM**
- I. **FRI DEC 24 ..... STAFF HOLIDAY**
- J. **FRI DEC 24 ..... DEADLINE TO FILE NOTIFICATION OF NONCANDIDACY, 5PM**
- K. **MON DEC 27 ..... PUBLIC WORKS AND UTILITIES COMMITTEE, 6PM**
- L. **FRI DEC 31 ..... STAFF HOLIDAY (HALF-DAY)**
- M. **TUE JAN 4 ..... DEADLINE TO FILE PAPERWORK FOR LOCAL BALLOT, 5PM**
- N. **ANY OTHER ANNOUNCEMENTS/EVENTS**

**X. ADJOURNMENT.** Motion Engel/Forner to adjourn; carried without negative vote. The meeting adjourned at 7:29pm.

Respectfully submitted,

*/s/ Julie Rusch*

Julie Rusch  
Deputy Clerk-Treasurer

Approved on 12/21/21